

Assembly Team Leader

Location: Donington, Lincolnshire

Full time: Monday – Friday. 7.00am – 4.30pm (42.5 hours per week)

Salary: £15-£16 PH (DOE)

George Barnsdale has been at the forefront of high-quality timber window and door manufacturing for over 140 years. As a family-owned business, we combine traditional craftsmanship with cutting-edge technology to create bespoke, sustainable solutions that enhance the built environment. We work with leading architects, developers, and restoration specialists across the UK, delivering exceptional products and customer experiences. Our people are at the heart of our success, and we're proud to offer an inclusive, supportive environment where new talent can thrive.

Main Job Purpose:

Lead and supervise a production team within defined area. Ensure daily output, quality, and safety standards are achieved by managing people, enforcing process compliance, and providing first-line problem-solving.

Essential Requirements:

- Proven supervisory experience within a manufacturing environment.
- Strong people management and motivational skills.
- Good understanding of production processes and quality control.
- Knowledge of health, safety, and environmental requirements.
- Practical problem-solving and communication skills.

Desirable Requirements:

- Experience with digital production systems (e.g. eProd/Klaes).
- Exposure to Lean or continuous improvement methods.

Role accountabilities:

Daily Operations

- Allocate tasks and resources to deliver the plan, monitoring workflow and escalating issues as needed.
- Ensure accurate booking of times and materials, and correct use of eProd to record progress.

Quality & Standards

- Enforce technical and customer quality standards in the area.
- Monitor in-process quality and correct issues immediately.
- Ensure the team works to defined processes and procedures.

Health, Safety & Environment

- Enforce safe working practices, PPE use, and compliance with H&S rules.
- Lead toolbox talks and safety briefings to keep the team informed.
- Ensure operator checks, daily/weekly cleaning, and basic maintenance tasks are carried out and recorded.
- Ensure recycling and waste management practices are followed.
- Act as first point of contact for safety concerns, escalating and reporting promptly.

Communication & Collaboration

- Brief the team daily on goals, progress, and priorities.
- Provide accurate updates and feedback to the Production Management team
- Work with the Production Coordinator to ensure job information is accessible and usable.

People Management & Development

- Line manage team members, providing coaching, feedback, and training.
- Build skills within the team, supporting cross-skilling and flexibility.
- Promote engagement and accountability in daily work.

Continuous Improvement

- Identify and suggest improvements in processes, efficiency, and quality.
- Support implementation of new systems, processes, or technology within the team.

General Requirements

- Carry out and comply with all Company policies, procedures, and instructions, and any other reasonable duties deemed necessary by the Company.

Future Focus – Evolving the role:

As production performance develops, the Team Leader role will evolve to build greater leadership capability and deliver more structured improvement. The following areas represent the future focus of the position:

Future Skills

- Stronger coaching and mentoring skills to support team development.
- Greater understanding of Lean and Continuous Improvement tools.
- Increased capability in using production systems (eProd, dashboards) for decision-making.
- Ability to lead structured problem-solving sessions within their area.

Future Responsibilities

- Take greater ownership for analysing efficiency and quality results in their area.
- Lead daily improvement routines (e.g. short problem-solving meetings, improvement tracking).
- Develop multi-skilled teams capable of flexing across areas to meet demand.
- Act as role models for company culture, ensuring behaviours and standards are consistently applied.
- Contribute to cross-departmental improvement projects where production input is required.

Measures of Success

- Daily output delivered to plan.
- Quality standards consistently achieved in the area.
- Accurate booking of times and materials.
- Safe working environment maintained (zero lost-time incidents).
- Toolbox talks and safety communications delivered consistently.
- Incidents and hazards reported promptly and accurately.
- Waste and recycling discipline enforced.
- Positive team engagement and skill growth.

For the right candidate we offer:

- Wellbeing support
- **MetLife** (access to online GP, bereavement guidance & more)
- **MHFA England** Mental Health First Aiders
- **Perks at Work** – Discount Scheme
- **Holidays:** 21 days

Why Join George Barnsdale?

We support our people by providing leadership development, hands-on training, and a collaborative environment that values teamwork, innovation, and sustainability. If you're passionate about leading others, driving quality on the assembly line, and contributing to a supportive and close-knit team, apply today and play a key role in building a better future for our customers and the environment.

If you feel you have the right skills and knowledge to fill the above role, then please complete the application form <https://www.georgebarnsdale.co.uk/careers/> and return to HR@gbstp.com